Online Registration New Hampshire Prescription Drug Monitoring Program

The New Hampshire Prescription Drug Monitoring Program (PDMP) grants system access accounts to practitioners and approved delegates so that they may look up, and view, controlled substance dispensing information on specific patients.

<u>Practitioners</u> can perform the following steps to request an account:

- 1. Open an Internet browser window and navigate to the following URL: www.newhampshirepdmp.com
- 2. Click the Practitioner/Pharmacist link located on the left menu.
- 3. Click Registration Site → A login window is displayed.
- 4. Type **newacct** in the User Name field.
- 5. Type welcome in the Password field.
- 6. Click OK.
- 7. Complete the fields on this form, noting that "Master" should be selected in the Account Type field. Required fields are indicated with an asterisk (*). (Note: Pharmacist do NOT need a DEA # to register)

On the license line, please put the following if you are:

- Physician Assistant, please put PA(license#) example: PA1234
- Optometrist, please put OD(license #) example: OD1234
- Podiatrist, please put P(license#) example: P1234
- Dentist please just put D(license#) example: D1234
- Veterinarian please just put V(license #) example: V1234
- MD, DO, APRN please just put (license x#) example:1234
- Pharmacist please put (license#) If you have an R before your license be sure to include this. example: 1234 or R1234

8. Click **Submit**.

If information is incomplete or missing, a message is displayed indicating which fields must be corrected before your account request form can be submitted.

PLEASE EMAIL THE REGISTRATION NUMBER TO Michelle.RiccoJonas@nh.gov TO ACTIVATE YOUR ACCOUNT!!!

If you are approved for an account, you will be notified via two separate e-mails. The first e-mail will contain your approval notification and user name information. The second e-mail will contain your temporary password, your personal identification number (PIN) that you will use to identify yourself if you need assistance from the HID Help Desk, and the steps to follow to log in to the system. You will be required to change the temporary password immediately when you first attempt to access the system.

